



Office of the City Clerk

Weekly Report – for Week Ending February 10, 2017

OFFICE OF THE CITY CLERK – PROJECTS AND STATUS

Elections

Write-In Candidate filing began on Monday, January 9, 2017. As of this writing, 5 candidates have paid the filing fee and been certified as Write-In Candidates. The filing period ends on Tuesday, February 21, 2017.

Preparations for the May 16 Election continue with staff securing the services, supplies and staffing needed to conduct a citywide election. Staff has confirmed 894 polling locations which represents 65% of the total needed for the May General Municipal Election.

NC Elections

Staff attended two regional Neighborhood Council meetings to discuss election related issues and improvements. One was hosted by the Harbor Alliance of Neighborhood Councils and the other by the Los Angeles Neighborhood Council Coalition.

Neighborhood and Business Improvement Districts

On February 7, 2017, the City Council adopted the 2017 Annual Planning Reports for the Arts District Los Angeles, Fashion District, and Larchmont Business Improvement Districts.

Records Management

A legal firm researched the City's Sanctuary City Resolution, a researcher from Brown University studied the Police Commission minutes, and a local historian researched the Drum Barracks in Wilmington.

Systems

Staff received recognition from the Board of Public Works for assisting their department on implementing the Novus Electronic Agenda. The City Clerk implemented the paperless Novus Electronic Agenda for Council in 2015 and assisted the Board of Public Works in implementing their system in 2016.

Administrative Services

Staff is finalizing all Mayor and City Council staff mileage placard requests.

Neighborhood Council (NC) Funding Program

On February 9, 2017, The City Clerk attended the Valley Alliance of Neighborhood Councils with the General Manager of Empower LA/DONE to discuss the City Clerk's role in Neighborhood Council Elections and the NC Funding Program.



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All Clerk Appreciation Event

City Clerk management held an event in the Tom Bradley Tower recognizing excellence in performance for special projects by each division and individuals going above and beyond, as well as presenting perfect attendance awards. Service pins were presented to employees reaching their 15, 20, 30 and 40 years of service.